



APRIL 2019

CITY MANAGER'S REPORT

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A MESSAGE FROM OUR **CITY MANAGER**



Have you driven or walked down Market Street recently?

In March, the City completed the Market Street project between 19th and 25th streets. This project included reconstructing the street and enhancing the underlying water line system. We're now more than 75 percent finished with the work on Market Street between 25th and 33rd streets, where in addition to the reconstruction the City has added sidewalks, curbs and landscaping along the corridor.

We also broke ground on a new corridor project last month. Over the next year, crews will resurface 45th Street and improve pedestrian access with sidewalks, accessibility ramps and lighting.

You may have noticed some other changes as well,

such as the new artwork on the Causeway. The City commissioned local artist Gabriel Prusmack to create a new design and paint the Causeway Monuments, which greet residents and visitors to the island. Over the course of two weeks, Gabriel painted the north sides of the monuments on the Galveston side of the Causeway and we're negotiating an agreement to paint the remaining sides. We're thrilled with his work and the new gateway to the island!

We're proud to serve our residents each day. Please take a look through the following pages to learn more about the work each department is doing and what's ahead.

*Sincerely,
Brian Maxwell, City Manager*

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CITY MARSHAL



LAST MONTH'S ACCOMPLISHMENTS

- 23 Public Nuisances were abated.
- 42 Court cases heard in Municipal Court
- 9 Housing abatement cases heard in Municipal Court
- 221 Complaints received
- 71 Complaint based cases
- 282 Self-initiated cases
- 503 Total investigations



UPCOMING PROJECTS

- Deputy Marshal will be attending continuing education classes.



VIEW REPORTS

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CONSTRUCTION



LAST MONTH'S ACCOMPLISHMENTS

- Market St. from 19th St. to 25th St. – complete
- Sealy Ave. – 25th St. to 33rd St. – complete
- 59th Street Pump Station – 98% complete
- (commissioning of the equipment is underway)
- 59th St Ground Storage Tanks Rehabilitation – 98% complete
- Public Works/Utilities Facility – 50% complete
- Fire Station #1 – 55% complete
- Demolition of the 1920 tank and construction of the parking lot at 30th Street – 75% complete
- Repair of the Airport Wastewater Treatment Plant – 30% complete
- Market Street Improvements – 25th St. to 33rd St. – 75% complete
- Harborside Drive Improvements – 65% complete
- 7.5 million gallon (MG) water ground storage tank (GST) at 59th Street – 15% complete
- Renovation of the historic 30th Street Water & Electric Light Station – 20% complete
- Demolition of incinerator and concrete cap construction – 20% complete
- 45th Street from Broadway to Seawall – 5% complete
- Sunny Beach/8 Mile Road Sanitary Sewer Project – 0% complete



UPCOMING PROJECTS

- Advertising for the repaving of 49th Street from Ave. P to Ave. S ½
- Advertising for the construction of the 24 inch Waterline from the 59th Street Pump Station to the Airport Pump Station
- Awarding the repaving of 25th Street from Broadway to Seawall
- Starting the 27th Street Streetscape Improvements Phase 2
- Starting the replacement of the downtown gas lamps



DEVELOPMENT SERVICES



LAST MONTH'S ACCOMPLISHMENTS

- Highlight 1 – Permit Report from the Building Division. See attached.
- Highlight 2 – We certified two ICC Residential Plumbing Inspectors, one Residential ICC Electrical Inspector and one State Licensed Backflow Tester.



UPCOMING PROJECTS

- Highlight 1 – Permit Report from Building Division
- Highlight 2 – We transferred right of way construction permits and related inspections to Development Services and Building Division.



VIEW REPORTS

[Click here to view reports](#)



LAST MONTH'S ACCOMPLISHMENTS

- Preparation of the 15th Street Pump Station RFQ supporting the upcoming anticipated award of the HMGP DR-4332-024 Grant.
- Geotechnical Investigation for Legas Dr. Bulkhead to determine design options for bulkhead stabilization
- 16th Street from Broadway to Seawall Reconstruction 30% design in progress
- 18th Street Drainage Design from Seawall to Ship Channel, 90% Design and Utility Coordination/Geotechnical Engineering in process
- County-City Design coordination on 23rd Street Reconstruction from Broadway to Seawall and Avenue S from 53rd to Seawall
- 27th Street Phase 2 from Avenue O to Seawall Inhouse Design-Bid Package Opened and Awarded
- 30th Street Avenue O to Seawall 60% Design in progress
- 37th Street Broadway to Seawall 60% Design in progress
- 45th Street Reconstruction in progress
- 49th Street from Avenue P to Avenue S-1/2 Reconstruction Release for Bid package is in progress
- 73rd Street from Heard's Lane to Avenue N-1/2, 90% Design comments being incorporated and US Army Corps of Engineers Permit for new outfall in process
- Broadway Drainage Crossings in Design
- Teichman Road Waterline Design in progress and scope expanded to provide more value for the neighborhood by adding crossing street waterlines that are aged
- Seawolf WWTP Design Onsite Review Meeting at Site resulted in Design Revisions. Design modifications in progress to address constructability reviews
- Coordination with TXDOT on the Seawall Blvd project (SH 87 to Boddeker Drive) (CSJ 0912-73-207) Mill and Overlay Project. TXDOT comments incorporated and awaiting Houston and Austin TXDOT approval to bid
- Traffic Control Plans, Predevelopment meetings, Development Construction Plans, Building Permits, ADA Parking, ROW Construction, Utility and Culvert Permits
- Valve Exercise Proposals in Evaluation
- 100% Main WWTP Digesters Design final constructability review in progress
- Integration with Planning and Building Dept. to have ROW Construction Permits and Culvert Permits in Accela
- CDBG-DR finalization of Grant application for Avenue P-1/2 and 59th Street Construction
- Downtown LMI Phase II coordination with TXDOT, approval from Austin to Advertise anticipated

- Coordination with US Army Corps of Engineers on Ring Levy Project
- Visit to Large 800 cfs storm water pump station site in New Orleans for training to prepare Galveston Pump Station RFQ
- Texas Water Conference and Water Sustainability Conference Attendance and Applications to the City



UPCOMING PROJECTS

- 15th Street Pump Station RFQ Advertisement supporting the upcoming anticipated award of the HMGP DR-4332-024 Grant.
- 16th Street 60% Design Progression
- 23rd Street County Bond Project Construction 30% design
- 25th Street Broadway to Seawall advertisement
- 27th Street Phase 2 from Avenue O to Seawall Construction Contract Execution and Mobilization
- 29th Street re-advertisement without drainage to comply with original CIP scope
- 30th Street Avenue O to Seawall 60% Design
- 37th Street Broadway to Seawall 60% Design
- 49th Street bid Advertisement
- Main WWTP Digester Dewatering and Cleaning package Bid Advertisement
- Main WWTP Digester Improvements package, 60% submittal
- Seawolf WWTP 100% design constructability

revisions

- 2.5 Million Gallon, 10 Mile Road Elevated Storage Tank Received design award by City Council
- Water Loss Mitigation Program RFP 19-09 Award by City Council
- 60% design for rehabilitation of existing lift stations has been provided by consultant and review is in progress
- HMGP DR-4332-024 grant application for the 14th to 17th Street - Seawall to Ship Channel Drainage Improvements (with Pump Station) Award
- 5 MG Potable Water Storage Tank and expansion to the Airport Pump Station 100% design comments incorporation
- 24 inch waterline from 53rd Street North to the Airport Pump Station bid advertisement
- Laffite's Cove Water Loop Project Bid Advertisement
- Permits, Construction Inspections, Surveys & Field GIS
- MSDs, Residential and commercial Permits, Subdivision design plans, ROW Utility Permits, ROW sidewalk, ramps and culvert/driveway permits, handicapped parking permits, TLTUs
- Robotic Surveys, GIS Maps, As-Built Drawings & Field GIS GPS data collection with Trimble R10 for infrastructure

FACILITIES



LAST MONTH'S ACCOMPLISHMENTS

- Assisted Public Works, Building and Planning with moving stored file boxes from the City Hall Annex
- Repaired the Chiller at McGuire Dent Recreation Center
- Repaired the roof at the Beach Pocket Park #2
- Relocated Information Technology Personnel to the LEF
- Received and completed 384 work orders
- Replaced the evaporator ice sheet for the ice machine at Fire Station #7
- Replaced the clothes dryer at Fire Station #4
- Received and completed 358 work orders



UPCOMING PROJECTS

- Upgrade the locksets at the Scholes Field Airport Terminal
- Reseal the wooden entry doors at City Hall
- Repaint the entry steps at City Hall
- Repair the metal siding at the New 30th Street Pump Station
- Replace the 10 Ton HVAC Package Unit at the Old Waste Water Treatment Plant

BUDGET



LAST MONTH'S ACCOMPLISHMENTS

- Continued work on the FY2020-FY2025 Long Range Financial Forecast.
- Present and distributed the 1st Quarter Budget Report.
- Assisted with FY2018 Comprehensive Annual Financial Report.
- Began work on FY2020 Departmental Budget Folders.
- Began work on FY2019 2nd Quarter Budget Report



UPCOMING PROJECTS

- Continue work on the FY2020-FY2025 Long Range Financial Forecast.
- Finalize budgetary work on FY2020 Departmental Budget folders.
- Finalize and distribute the 2nd Quarter Budget Report.
- Present 2nd Budget Amendment for approval.
- Begin preparatory work on the FY2020-FY2025 Capital Improvement Plan

PURCHASING



LAST MONTH'S ACCOMPLISHMENTS

- Opened solicitations for Supplemental Emergency Tire Repairs and Property Insurance Coverage
- Prepared and advertised informal solicitation for 25th Street Improvements



UPCOMING PROJECTS

- RFP Openings for Sludge Hauling, Lawn Maintenance for Wastewater Treatment Plants, and 25th Street Improvements.
- Prepare and advertise solicitation for Human Resources Deferred Compensation Plan.
- Prepare presentation deck for Purchasing Card Liaisons and Travel Form Training
- Vendor Outreach

CUSTOMER SERVICE



LAST MONTH'S ACCOMPLISHMENTS

- Implemented new water rates included in customer water bills
- Began reviewing current and final customer accounts for future outsource collection
- Began water bill redesign review

Performance Measures	FY 2017	FY 2018	1st Qtr. 2019	Jan-19	Feb-19	Mar-19	FY 2019
Meters re-read manually	300	782	236	581	359	406	406
Adjustments	3,432	3,987	597	133	170	154	1,054
Water Bills Mailed Out	261,802	260,602	64,078	21,385	21,342	21,274	128,079
Outstanding "water concern" emails received	572	440	79	28	5	19	131
Outstanding "water concern" emails completed	545	478	67	43	8	40	158
Service Orders	20,203	18,949	5,786	1,540	1,427	1,437	10,190
Delinquent Accounts		14,215	3,601	3,132	3,059	3,249	3,249



UPCOMING PROJECTS

- Continue the review of city ordinance for revision to Water Service Division.
- Finalize policy and procedure manual for Utility Billing and Customer Service

ACCOUNTING



LAST MONTH'S ACCOMPLISHMENTS

- Completed and published the fiscal year 2018 comprehensive annual financial report
- Implemented the City's Prompt Payment policy



UPCOMING PROJECTS

- Segregation of the IDC's cash
- Work on submitting an application for the Texas Comptroller Leadership Circle Award

MUNICIPAL COURT



LAST MONTH'S ACCOMPLISHMENTS

MUNICIPAL COURTS PRODUCTION REPORT MARCH 2019

CATEGORY	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019 OCTOBER	FY 2019 NOVEMBER	FY 2019 DECEMBER	FY 2019 JANUARY	FY 2019 FEBRUARY	FY 2019 MARCH	FY 2019 YTD
Criminal Cases												
Tickets/Arrests Filed by GPD	18,750	14,824	14,756	11,008	11,168	1,335	850	697	1,285	810	1,113	6,113
Tickets/Arrests Filed by Other Agencies	8,387	5,583	6,155	3,006	5,134	371	414	711	475	511	547	3,030
Total Number of Tickets/Arrests Filed	22,147	20,407	20,911	14,014	16,302	1,706	1,264	1,408	1,760	1,321	1,660	9,143
Traffic					9,431	1,299	812	589	889	587	701	5,797
State Law					4,749	285	325	540	425	379	478	2,533
City Ordinance					1,458	89	167	208	117	118	108	865
Code Enforcement					728	48	20	9	30	30	37	190
\$ Value of Tickets/Arrests Filed	\$5,303,112	\$4,780,384	\$4,808,866	\$3,802,498	\$3,829,369	\$399,095	\$262,149	\$377,514	\$399,715	\$268,787	\$384,747	\$2,151,808
Number of Tickets/Arrests Disposed	11,269	17,189	18,188	14,502	13,277	1,211	996	1,277	1,294	1,380	1,516	7,842
Total Collected on Criminal Cases	\$2,694,407	\$2,190,415	\$2,263,798	\$1,748,341	\$1,857,887	\$186,403	\$156,259	\$156,275	\$152,919	\$211,333	\$195,999	\$1,055,147
Amount Paid by City					\$1,119,189	\$152,449	\$77,076	\$98,393	\$98,796	\$128,025	\$117,717	\$698,414
Special Funds					\$109,455	\$13,941	\$13,911	\$9,587	\$9,718	\$11,074	\$9,629	\$57,582
Permitted to State					\$48,581	\$82,501	\$45,868	\$43,455	\$43,027	\$52,627	\$48,618	\$280,618
Collection Fees					\$215,718	\$15,629	\$12,826	\$32,169	\$14,568	\$15,117	\$20,296	\$114,483
Commiss					\$14,624	\$7,177	\$7,332	\$784	\$947	\$7,378	\$7,799	\$7,076
Civil Cases												
Number of Parking Tickets Filed	28,556	12,464	15,453	18,886	18,546	1,859	1,403	936	1,586	1,852	1,881	9,318
\$ Value of Parking Tickets Filed (Includes late fees for past due tickets)	\$434,482	\$349,802	\$621,730	\$683,818	\$718,610	\$62,600	\$61,441	\$38,830	\$58,183	\$87,863	\$87,284	\$342,840
Number of Parking Tickets Filed	14,080	7,021	6,875	11,020	11,451	980	771	631	760	768	774	4,892
Total Collected for Parking Tickets	\$327,752	\$275,387	\$275,487	\$481,041	\$482,300	\$40,319	\$34,888	\$25,508	\$29,803	\$28,542	\$30,362	\$181,553
Housing Abatement Petitions Filed					0	0	1	2	1	0	4	8
Warrants Served												
Number of Warrants Served	12,501	13,753	12,916	11,581	9,421	751	554	671	681	753	824	4,719
\$ Value of Warrants Served	\$3,915,767	\$3,587,413	\$3,188,391	\$2,776,509	\$3,476,180	\$258,448	\$155,434	\$188,626	\$185,372	\$168,780	\$199,828	\$1,278,182
Number Warrants Satisfied on Non-Cash Items	16,422	8,478	4,865	4,348	3,762	371	183	348	384	385	227	1,427
\$ Value Community Services/Jail Time Served	\$2,300,879	\$2,056,274	\$1,881,479	\$1,822,131	\$1,537,911	\$123,821	\$78,138	\$108,911	\$111,968	\$75,980	\$87,702	\$685,517
Number Warrants Paid	2,029	8,558	2,544	2,879	0	0	0	0	0	0	0	0
\$ Amt Warrants Paid	\$1,614,888	\$855,153	\$546,540	\$822,343	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Court Dockets												
Jury Trial (includes Discovery hearings)					6,508	892	613	679	769	768	717	4,134
Bench Trial					150	3	5	3	7	8	15	41
Jury Trial					19	0	0	0	0	0	0	3
Code Enforcement					1,185	112	68	61	31	55	42	368
Housing Abatement					112	12	7	5	6	55	9	47
Bond					1,732	115	129	150	203	118	158	812
Show Cause (DSC/Deferred Disposition)					149	37	32	0	0	0	84	133
Minor in Possession/Alcohol Offenses					106	3	9	0	2	9	5	28
Arrest					349	39	40	28	64	33	54	289
Special					1,801	185	133	139	129	84	88	785
Warrant					824	86	41	128	81	103	150	589
Waiver					982	58	44	87	26	37	88	511
Late notice					3,587	381	30	641	385	352	409	2,738
Compliance (Community Service/Pay Plans)					445	47	128	0	0	0	0	178
Jail					6,072	426	426	686	543	377	401	3,768
Parking					415	33	28	28	23	51	37	200
Total Cases on Criminal/Civil Dockets					24,376	2,158	1,808	2,389	2,278	1,367	2,258	12,887
Statistics												
\$ Value Tickets Issued	\$3,737,064	\$4,642,064	\$3,580,599	\$4,616,011	\$4,648,979	\$481,895	\$343,590	\$412,844	\$417,867	\$318,850	\$452,001	\$2,444,047
\$ Amt Tickets Paid	\$3,022,169	\$2,178,795	\$2,639,285	\$2,225,362	\$2,426,182	\$227,322	\$185,147	\$183,883	\$182,523	\$240,875	\$225,991	\$1,248,730
Percent \$ Amt Tickets Paid	81%	47%	80%	48%	52%	49%	54%	45%	44%	76%	50%	51%

FIRE DEPARTMENT



LAST MONTH'S ACCOMPLISHMENTS

- 549 Emergency responses
- 142 Inspections



UPCOMING PROJECTS

- In April we will be completing our annual fire hose testing. We are conducting hydrant testing and we have swiftwater rescue training scheduled
- In May we will be conducting our annual Aircraft Rescue Live Fire training in College Station

EMERGENCY MANAGEMENT



LAST MONTH'S ACCOMPLISHMENTS

- Marine Tactical Operations Group (MTOG) Meeting
- UTMB HF Symposium & Response Decision Coordination Workshop
- LoneStar WebEOC District Training
- Complex Coordinated Terrorist Attack Planning



UPCOMING PROJECTS

- Mayor's Hurricane Preparedness Meeting
- LoneStar WebEOC Statewide Training
- TAMUG Family Reunification Planning
- Incident Command System Training for City Staff



LAST MONTH'S ACCOMPLISHMENTS

- Mechanics worked on 382 vehicle work orders within the month and performed;
- General Repairs - 449
- Accident Repairs - 11
- Recall Repairs - 2
- PM's - 222
- Repairs from PM's - 119
- Road Calls - 61
- Provided 53,328 gallons of fuel for city and outside organizations.
- Re-decating older fleet vehicles with newly designed decals.
- Provided follow up fleet support for the Port of Galveston, Galveston Parks Board and Galveston County repair shops.
- Moving forward with the repairs to the Galveston Trolley System



UPCOMING PROJECTS

- Continue fleet services
- Continue with Trolley Car restoration

GRANTS & HOUSING



LAST MONTH'S ACCOMPLISHMENTS

- **Technical Assistance**— provided assistance to 8 homeowners with housing information; 7 homebuyers with homebuyer assistance information; 1 homeowner with where to find county housing assistance; 1 homeless client with non-profit housing information and TBRA; 13 phone inquiries for rental assistance; 1 Housing Property with CDBG and HOME assistance information; 1 Community Development Organization with CDBG and HOME, Affordable Housing, and general community development information; 1 Non-profit Housing Provider with information on Galveston Opportunity Zones and City's Economic Development contact information
- **2019-2023 Consolidated Plan** – continued planning and preparation of the City's multi-year planning document to establish the priorities and goals for the housing and community development needs of the City to direct the CDBG and HOME Projects 1-year plans for this timeframe; conducted consultations for community engagement; issued survey and receiving completed surveys for community participation
- **2019 Action Plan** – planning and consultation for the proposed 2019 CDBG and HOME Program Year projects; HUD appropriations for grantees has not been issued yet; coordinated with City management for the development of proposed projects for 2019; provided follow-up information on CDBG and HOME eligible programs and past program information
- **Financial review** – to ensure allowable and allocable expenditures and program standards for the CDBG and HOME activities and account information for budget close-out adjustments; requested project information for adjusting entries to CDBG accounts; completed CDBG draw reimbursements of \$101,784.25
- **Monitoring review** - staff conducted five (5) desk audits on CDBG funded City Departments Projects to ensure that the activities and expenditures are eligible, allowable, and conforming to the grant. Entered all project accomplishments into HUD's IDIS Reporting System; provided 1 City Dept. with program budget information and forecast;
- **Staff prepared three (3) release of lien documents** for previous participants in the Homebuyer Assistance Program through Galveston Community Development Corporation and the City's Housing Rehabilitation Program; homeowners have met their period of affordability (HUD Regulatory Requirement)
- **HUD Accessibility Plan Voluntary Compliance Agreement** – provided status report to HUD on City accessibility issues
- **City EEOC Training** – staff attended training provided by City
- **Davis Bacon Training** – staff attended training provided by HUD
- **Inspections** – Staff conducted housing inspections for the lead-based paint remediation project.

GRANTS & HOUSING



UPCOMING PROJECTS

- 2019-2023 Consolidated Plan – continued planning, consultation, and public comment/meetings for the preparation and completion of the City’s multi-year planning document to establish the priorities and goals for the housing and community development needs of the City to direct the CDBG and HOME Projects 1-year plans for this timeframe; approval of the plan for submission to HUD2019 Action Plan – planning, consultation, and public comment/meetings for the proposed 2019 CDBG and HOME Program Year projects and completion of the HUD application for funds; approval of projects for submission to HUD
- Financial review to ensure allowable and allocable expenditures and program standards for the CDBG and HOME expenditures and preparation for reimbursement draw from HUD
- Galveston Housing Authority Presentation – Homebuyer Assistance Program and Fair Housing information presentation to Family Self-Sufficiency clients, HUD Program to assist residents to increase earnings and build assets and financial capability, on April 27th
- 2018 Program Year CDBG Timeliness Test – due on April 2nd to ensure the timely expenditure of funding, City has to have a required amount of funds drawn so that there is no more than 1.5 times the annual allocation in its available budget
- 2018 Program Year Close-out – program year end is May 31, 2019 Environmental Reviews – complete reviews for WOMAN Inc. Rapid Re-Housing Project and Gulf Coast Center Permanent Housing Project for homelessness programs funded under the Texan Homeless Network
- Monitoring review - staff to conduct five (5) desk audits on CDBG funded City Departments Projects to ensure that the activities and expenditures are eligible, allowable, and conforming to the grant. Enter all project accomplishments into HUD’s IDIS Reporting System
- Staff will be accepting applications for the City’s Homebuyer Assistance Program, which will assist with up to \$14,500.00 for downpayment and closing cost towards the purchase of a new home within the City of Galveston
- HUD Semi-Annual Report
- Staff will submit to HUD the Semi-Annual Labor Standards Enforcement Report. This report consist of contracting opportunities for contractors and subcontractors performing on federally funded projects that were awarded by our agency in excess of \$2,000.00 for construction, alteration, or repair of public works
- Staff will submit to HUD the Semi-Annual Contractor & Subcontractor Activity Report. This report identifies all contracts that were awarded with CDBG and HOME funds. This report captures the Minority Owned Business activities, Women Owned Businesses, Section 3 contractors as well as the total dollar amount awarded to the activities
- April is Fair Housing Month – staff will disseminate Fair Housing information to Community Stakeholders
- Staff will prepare and facilitate one (1) release of lien document for previous participant in the City’s Housing Rehabilitation Program

HUMAN RESOURCES



LAST MONTH'S ACCOMPLISHMENTS

- Held two New Hire Orientation. Hired thirteen (13) New Employees – 3 Laborers, 1 Administrative Services Support, 1 Construction Inspector, 1 Crime Analyst, 1 PT Gate Attendant, 2 PT Recreation Aide, 1 Pool Maintenance Technician, 1 Airport Maintenance Technician, 1 PT Lifeguard, and 1 Telecommunicator
- Hosted site visit for Nationwide Insurance to provide assistance to Employees with additional retirement plan options on March 7th
- Hosted and presented Galveston College Leadership Course 2 “Public Administration: Municipal Regulations” on March 1st and March 8th
- Hosted and Presented EEOC Training “Creating a Culture of Civility” for all employees on March 13th and March 21st
- Attended Galveston College Career Fair/Transfer Day 2019 – “Navigating Towards the Future” on March 20th
- Held a Health Benefits Plan Board Meeting on March 27th
- Commencement of the Employee Engagement Survey
- Attended the Galveston Career Connect Monthly Leadership Team Meeting
- Continued meetings to develop the new Electronic Onboarding Process through Laserfiche
- Reviewed and Processed 700 Employment Applications
- Continued support of City Departments in filling job vacancies



UPCOMING PROJECTS

- Orientation (at least 4)
- Host Hiring Event in conjunction with Workforce Solutions in Texas City on April 3rd in an effort to fill all vacant positions
- Host site visit for Nationwide Insurance to provide assistance to Employees with additional retirement plan options on April 4th
- Host site visit for Costco for all City Employees interested in signing up for membership on April 5th
- Hold a Police Entrance Exam on April 8th
- Host an Employee Assistance Program (EAP) training session related to Dealing with Difficult People on April 16th
- Host an Employee Assistance Program (EAP) training session related to Helping the Helpers on April 16th
- Host two Health Benefits Plan Board Meetings
- Galveston Career Connect Monthly Leadership Team Meeting
- Deliver aggregate engagement survey results to Leadership Team and initiate meetings with Department Heads to discuss Action Planning
- Launch the 2019 Summer Internship Program to secure candidates for five positions in various City Departments (May through August)

Information Technology



LAST MONTH'S ACCOMPLISHMENTS

- Completed configuration and deployment of Body Camera System for the City Marshal's office
- Researched, configured, and deployed 2 factor authentication system for mobile devices stationed in non-secure facilities to meet CJIS requirements
- Completed configuration and deployment of a second LPR (License Plate Reader) system for the Police Department
- Liquidated a large amount of surplus / outdated equipment with assistance from the City Garage
- Deployed reconfigured approval queues for the Finance system creating a more efficient and streamlined process for requisition processing
- Completed configuration and testing of new workflow for the financial system to support multiple bank codes
- Began installing upgrades in a test environment for the finance software system in support of upcoming major application upgrade project for Banner 9
- Finalized configuration and supported testing of changes required to implement utility rate changes
- Added new categories for use with the mobile service order application used by utility meter technicians that more clearly identifies assigned tasks for completion
- Continued support for the Utility Billing Division on the implementation of the outsourcing of Utility Bills to 3rd party provider, Level One
- Completed needs assessment, setup, configuration and assisted department representatives with testing for the inclusion of ROW the newly created ROW construction permits into the Accela permitting system eliminating a manual disparate tracking process currently in place
- Reconfigured swimming pool permits to align and support concurrent plan review process for Development Services
- Created and deployed two new work order and service request types to support Public Works business processes for Culvert Field Investigations and TV Pick-ups
- Assisted Departments with responses to five (5) Open Records Requests



UPCOMING PROJECTS

- Relocation of IT personnel to New Facility
- Research and deployment of new service desk, reporting, and management system
- Begin configuration and deployment of replacement Toughbooks for the Police Department
- Begin first phase of the annual desktop refresh
- Banner - Banner 9 Upgrade
- Complete Upgrade of Banner Finance and Account receivable modules in test environment
- Complete new feature documentation and start testing of upgrades in test environment
- Continue work on Banner user conversion
- Build a new Banner servers to support new Banner 9 environment
- Start configuring serves specific to new Banner 9 environment

Information Technology

- Accela Create a batch job to send emails to permit applicants who need to send documents to continue processing
- Accela reporting - continue ARW and oracle reporting to Jaspersoft
- Accela Programing - continue converting old EMSE scripting to javascript

GIS



LAST MONTH'S ACCOMPLISHMENTS

- Responded to five (5) Public Information Requests
- Created and/or Updated thirty-five (35) datasets, map services, web maps, or web applications
- Digitized Ave S, Market, 51st Street, and the 30th-59th Street Waterline as-built files
- Attended the Houston Regional GIS Expo – network with HPD-GIS; information on 2018 LiDAR data for Galveston
- Closed out first internship session. View employee spotlight [here](#).



UPCOMING PROJECTS

- Continued development of a City wide GIS training program
 - Conduct Pilot Seminars:
 - Introductions to the Enterprise Geodatabase
 - Introduction to Metadata
 - Navigating Portal
- Configure the My Government/Neighborhood map application
- Finalize and release Island Transit routes map
- Continue georeferencing and digitizing completed capital improvement Construction As-Built design files
- Work with 2018 LiDAR datasets
- Public Owner Notification Part 2: Continue requirements discovery to create an automation process for monthly ownership updates

ISLAND TRANSIT



LAST MONTH'S ACCOMPLISHMENTS

- Presented City Council with change options to provide additional savings to Island Transit.
- Began talks with Harris County RIDES about contract extension
- Route 1&2 Ridership à 4,570
- Route 3&4 Ridership à 2495
- Route 5&6 Ridership à 10,550
- Route 7 Ridership à 2,310
- Trolley Ridership à 11,137
- *Demand Response Ridership for COG à 1,069
- *Demand Response Ridership with RIDES à 1,874
- * Based on most recent invoice from Harris County RIDES



UPCOMING PROJECTS

- Complete Recipient Information Request for upcoming Triennial Review w/FTA.
- Complete contract extension with Harris County RIDES Program for Demand Response Service
- Hold public meeting to discuss possible changes to Island Transit Services <http://galvestontx.gov/393/Transportation>



PARKS & RECREATION

PARKS & MAINTENANCE



LAST MONTH'S ACCOMPLISHMENTS

- Began installing water fountains purchased by Better Parks for Galveston
- Trimmed and mowed north side of Broadway from 54th to 59th Streets
- Installed new fencing in front of Lindale Park
- Began cleaning out and installation of new plants on 27th Street Corridor
- Removed all dead palms on 25th Street median in preparation for new ones



UPCOMING PROJECTS

- Install new palms on 25th Street median to replace dead ones
- Begin spring baseball season at Crockett Park and West-Isle
- Complete clean up and planting along 27th Street Corridor
- Remove dead palms inside Kempner Park
- Mow and clean center of I-45 Highway from 59th Street to Causeway

RECREATION & ADMIN



LAST MONTH'S ACCOMPLISHMENTS

- Adult Programing -- Including Exercise Classes, Futsal, Latin Dance, Tennis leagues, Pickleball, Badminton, Adaptive Tennis
- Youth Programming -- Continued with After School Program at both Wright Cuney and McGuire-Dent; including homework help, arts and crafts, guitar, karate, and open gym and game room, along with computer lab, and tennis
- Continued with Homeschool Programs at both Wright Cuney and McGuire-Dent, including Physical Education, arts and crafts, and guitar
- Adaptive tennis program for youth (and adults) with disabilities
- Community Meetings including The Galveston Ukulele Society, Families, Children & Youth Board, Better Parks for Galveston, Tree Committee, and the Parks & Recreation Advisory Board
- Community Outreach including Support Groups and working with the Gulf Coast Center
- Began a Mind, Body, and Soul exercise session hosted by B'Nai Temple Israel every 4th Tuesday at 7am at McGuire Dent
- Completed the 2019 Fit N Lean 60-Day Fitness Challenge with over 180 participated and 98 completed the challenge Congratulations to those !!
- Hosted the Peter Sunseri Memorial Tennis Tournament and the Beachcomber Tennis Tournament
- Began early planning stages for hosting the 2020 Texas Recreation and Park Society Institute & Expo at Moody Gardens.
- Adult attendance totals: Wright Cuney 727, McGuire-Dent 6,762
- Youth attendance totals: Wright Cuney 2,045, McGuire-Dent 1,247



UPCOMING PROJECTS

- Awarding a bid related to Gym Floor Replacement at McGuire-Dent for damage caused by Hurricane Harvey.
- Prepare for Lemonade Day!
- Continue training on new Membership Software & prepare for launch to public
- Preparing for the Land and Sea Challenge
- Begin Planning for the Summer Recreation Program
- Continue Adult and Youth programming at both Centers along with community outreach events and meetings

AQUATICS



LAST MONTH'S ACCOMPLISHMENTS

- Completed bathroom floor repairs.
- Open for 2019 season – March 9th
- Began Water Fitness classes.
- Hosted lifeguard training academy #1 – hired 2 new guards
- Hired Pool Maintenance Technician – Nathanael Henze
- Attended Galveston College Career Day
- Hosted 3 lifeguard tryouts.



UPCOMING PROJECTS

- Re-structure/overhaul Parks and Recreation Website
- Launch New Membership Software to the Public
- Spring Health Fair – Texas A&M
- Lifeguard Tryout #4 – April 6th
- Grand Kids Festival – April 6th
- Job Fair at McGuire Dent – April 12th

SPECIAL EVENTS



LAST MONTH'S ACCOMPLISHMENTS

- 108th Annual Mardi Gras! Galveston Celebration (2/22 -3/5)
- 7th Annual UTMB Causeway FunD Run (3/9)
- Galveston Island Market (3/16)



UPCOMING PROJECTS

- DIVAS Half Marathon & 5K (4/28)
- Party for the Parks: Light up the Night Benefit (5/2)
- Galveston Island Brewing 5K (5/4)
- Satori BBQ Fundraiser (5/4)
- Cinco de Mayo Celebration (5/4)
- Wild Game Championship & BBQ Cook-off (5/10-5/11)

- 24th Annual Grand Kids Festival (4/6)
- Ironman 70.3 Triathlon (4/7)
- Galveston Island Market (4/20, 5/18)
- Easter Egg Hunt & Picnic (4/20)
- Galveston Wine Festival (4/26-4/27)

PLANNING & DEVELOPMENT



LAST MONTH'S ACCOMPLISHMENTS

- Hosted five pre-development meetings
- The Coastal Resources Staff attended the West Galveston Island Property Owner's Association meeting and presented to the Surfrider Galveston organization
- The division staff participated in the Navigating a Wetter World: Resilience Planning in Houston & NYC webinar hosted by the Texas Chapter of the American Planning Association
- 19LC-017 (1215 Ball / Avenue H) Request for a Certificate of Appropriateness in order to construct a rear garage apartment.
- 19LC-018 (2202 Strand / Avenue B) Request for a Certificate of Appropriateness for modifications to the exterior, including replacement of exterior trim and details.

Landmark Commission

- 19LC-011 (3419 Avenue L) Request for designation as a Galveston Landmark.
- 19LC-012 (1728 Avenue M) Request for a Certificate of Appropriateness in order to install a driveway and three parking spaces in the front yard.
- 19LC-013 (1806 Winnie/Avenue G) Request for a Certificate of Appropriateness for modification of structure including the rear deck railing.
- 19LC-014 (2418 Strand/Avenue B) Request for a Certificate of Appropriateness in order to construct a new canopy along the 25th Street right of way and extend the existing canopy along Strand west to the end of the building.
- 19P-016 (3419 Avenue L) Request for designation as a Galveston Landmark.
- 19P-017 (Adjacent to 2219 Postoffice/Avenue E) Request for a License to Use in order to move public art, in the City of Galveston sidewalk right-of-way, to a new location.
- 19ZA-001 Request for a text amendment to the Galveston Land Development Regulations, Article 3, Addendum for the Urban Neighborhood to reduce the lot area requirement for townhomes.
- 19P-018 (Adjacent to 3304 Market /Avenue D) Request for an Abandonment of approximately 49,000 square-feet of an unimproved section of Market Street.

- 19P-020 (6615 and 6627 Stewart Road and Adjacent Vacant Parcels) Request for a replat in order to reduce the number of lots from six (6) to one (1).
- 19ZA-002 Request for a text amendment to the Galveston Land Development Regulations, Section 5.109 Signs in Central Business (CB), Urban Neighborhood (UN), Neighborhood Services (NS), and Traditional Neighborhood (TN) Districts to allow internally illuminated wall signs in Central Business (CB) district.

Planning Administration

- 19PA-009 (23010 Lunes and Adjacent Parcel) Request for a replat in order to decrease the number of lots from two to one.

Beachfront Permits

- 19BF-010 (21328 Gulf) Request for a Beachfront Construction Certificate/Dune Protection Permit for construction of a perimeter fence.
- 19BF-011 (4123 Valer Drive) Request for a Beachfront Construction Certificate/Dune Protection Permit for repairs to stairs, ground floor enclosure, perimeter fence.
- 19BF-012 (23009 Gulf Drive) Request for a Beachfront Construction Certificate/Dune Protection Permit for elevate existing structure.
- 19BF-013 (23002 Buena St.) Request for a Beachfront Construction Certificate/Dune Protection Permit for an uncovered side deck.



UPCOMING PROJECTS

- Continue to staff the Beach and Dune Ad Hoc Committee
- The Beach Access and Dune Protection Plan Review Ad Hoc Committee will host a public meeting on April 4, 2019
- Continue to participate in Vision Galveston

POLICE DEPARTMENT



LAST MONTH'S ACCOMPLISHMENTS

- March 1st – 3rd : Second weekend of Mardi Gras Galveston
- Successfully provided police services for the second weekend of Mardi Gras Galveston
- Answered 566 Calls for Service (Friday – Sunday)
- Made 59 Arrests island wide (Friday – Sunday)
- March 8th : Participated in a county wide Complex Coordinated Terror Attack table top exercise conducted by FEMA and TEEX involving over 100 participants from over 25 agencies
- March 14th: Presented Workplace Safety Tips to Galveston Chamber of Commerce “Good Morning Galveston” event
- March 15th : Developed and conducted two Active Shooter Table Top Exercises for the staff of Shriners Children’s Hospital
- March 20th : Participated in a joint active shooter training exercise with Galveston ISD and other city of Galveston emergency responder agencies at Ball High School
- March 26th : Assisted in the development and execution of a full scale active shooter exercise with Hitchcock ISD involving over 700 students and 200 faculty
- Completed three Safety Courses for the J1 Student Exchange program consisting of over 100 foreign students

Stats for March:

- Calls for Service: 4,032
- Arrests: 390
- Citations: 1,113



UPCOMING PROJECTS

- April 8th : We will be holding our next civil service exam for the general public
- April 22nd : Participating in the Mayor’s Hurricane Preparedness meeting
- May 2nd: Presenting Island Safety topics at the Galveston Island Tourism Summit
- May 30th : Graduating and swearing in seven cadets from Galveston Colleges Basic Police Officers Course

PUBLIC INFORMATION OFFICE



LAST MONTH'S ACCOMPLISHMENTS

- Informed the public about City events, outreach & campaigns via social media, press releases and videos
- Responded to numerous media requests and department requests for outreach
- Featured Mardi Gras on social media
- Produced employee spotlight, Waves of Information and other promotional videos
- Routinely updated and edited website
- Represented city in numerous public meetings
- Compiled and wrote City Manager's Report and Letter from the Manager
- Kicked off Galveston University Spring class 2019
- Assisted police with Top 10 Most Wanted promo

Stats on Facebook: We gained more than 459 followers on Facebook and reached more than 55,000 people.

Press releases: All press releases can be found on our website galvestontx.gov under News Flash



UPCOMING PROJECTS

- Assist media and City departments with public outreach requests
- Waves of Progress and State of the City program
- Promote Early voting and election day
- Continue Galveston University spring session
- Continue updating website

LAST MONTH'S VIDEOS

Employee Spotlight

- [Fernando Robles](#)
- [Gaby Dena](#)

Pets of the week

- [Cinder, Baby and Paulie](#)
- [Joey and Tiskett](#)

Waves of Information

- [March 4](#)
- [March 11](#)
- [March 25](#)

Special Features

- [Mardi Gras and first responders](#)
- [Mardi Gras timelapse video](#)
- [GPD 10 most wanted](#)
- [Fire Station 1 progress](#)
- [Beach access meeting](#)



PUBLIC WORKS

RECYCLING



LAST MONTH'S ACCOMPLISHMENTS



VIEW REPORTS

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UPCOMING PROJECTS

- Citywide clean up

MUNICIPAL UTILITIES



LAST MONTH'S ACCOMPLISHMENTS

- Work was completed on the replacement of the sanitary sewer system in the 42nd to 43rd Street (Postoffice/Church Street) alley.
- Work continued on the replacement/repair of the sanitary sewer cleanouts/manholes in the Terramar Beach, Isla Del Sol and Sea Isle Subdivisions.
- Work was completed on the replacement of the Variable Frequency Drive for Influent #5 Pump.
- Work was completed on the replacement of Pressure Gauges for the Chlorine Feed at the Airport Wastewater Treatment Plant.
- The 30 Day Trial Period for the New 59th Street Pump Station Started in March.



UPCOMING PROJECTS

- Work will continue on the replacement/repair of the sanitary sewer manholes in the Terramar Beach, Isla Del Sol and Sea Isle Subdivisions.
- Work will commence on the replacement of the sanitary sewer system in the 20th to 21st Street and Avenue O ½ - P alley.
- Work will commence on spot repairs of the sanitary sewer system on Chantilly and Sycamore.
- Work will be done on Effluent Pump #4 at the Main Wastewater Treatment.



VIEW REPORTS

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SANITATION



LAST MONTH'S ACCOMPLISHMENTS



VIEW REPORTS

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UPCOMING PROJECTS

- Continue sanitation services

STREETS & DRAINAGE



LAST MONTH'S ACCOMPLISHMENTS

- Drainage: Regular maintenance work continues to clean and inspect the storm sewer system. West end ditch cutting and maintenance continues.
- Staff installed 6 culverts for new residential permits.
- Staff responded to 55 blocked drainage reports.
- Staff cleaned 24,000 linear feet of curb and gutter.
- Streets: Staff continues to mill and overlay pavement throughout the City. City staff is overseeing and the consultant is currently conducting the 2019 Pavement Condition Assessment which is nearing completion. This new assessment will allow for Staff to evaluate the pavement deterioration rate, as well as the overall pavement condition throughout the City of Galveston. Routine operations continue with crack sealing of pavement which is a pavement preservation method, to utility cut repairs.
- Staff repaired 35 utility cuts.
- Staff crack sealed 16,800 linear feet of pavement cracks.
- Staff repaired 107 pot holes.
- Traffic: Staff continues to work special events and has most recently completed the annual Iron Man event. Weather continues to play a major role in operations. Staff is continuing to perform routine functionality maintenance and repairs of traffic signal systems.
- Staff replaced 62 street signs.
- Staff performed work for 6 special events.
- Staff conducted 27 lane closures.
- Staff worked 9 TLTUs.
- Staff installed 2 street luminaires.
- Staff worked on 41 traffic signals.
- Upcoming streets to be repaved: 29th and Broadway; 37th and M.



UPCOMING PROJECTS

SCHOLES AIRPORT



LAST MONTH'S ACCOMPLISHMENTS

- Requested funding approval on March 5, 2019 from the Industrial Development Corporation to fund the required 10% match for an upcoming \$550,000 Tx-DOT Aviation Grant. This grant is for engineering/design and the construction phase of rehabilitating the asphalt section of Runway 14/32 and 100,000 liner feet of joint seal repairs to the North Aircraft Apron.
- The Minimum Standards Update Committee met on March 12, 2019 to finalize Article 7 – Specialized Aviation Service Operations (SASO) and begin work on Article 8 – Special Aeronautical Activities (By Permit). The Committee continues to work on this section of the Minimum Standards.
- RAC Industries completed work on Phase 1A and began working on Phases 1B & 1C on the North Apron. Phase 1A is open to traffic.
- RAC Industries completed work on both Taxiways B and C, with both being open to traffic.
- RAC Industries completed approximately 95% of the new Non-Movement Line on the Main Apron. This line was installed to meet current FAA guidelines for airport markings. A non-movement line represents the boundary between the area that is controlled by air traffic control and non-controlled areas.



VIEW REPORTS

- [Click here to view report](#)
- [Click here to view fuel report](#)



SCHOLES AIRPORT



UPCOMING PROJECTS

- Due to weather, Russel Glass again had to reschedule work to replace the three windows and window frames in the Control Tower from February to the week of April 1st.
- Moody Gardens will be the host for the Texas Department of Transportation, Aviation Division's Texas Aviation Conference from April 16-18, 2019. This annual three-day event draws airport leaders from all over Texas to meet with TxDOT Aviation and FAA leadership as well as learning about new products, regulations and best management practices for operating and maintaining general aviation airports. This event typically draws over 500 attendees annually.
- Continue working with the Minimum Standards Committee to update the Minimum Standards
- At the April City Council meeting, we anticipate requesting approval of the following Agenda items:
- RDA Funding Agreement which will fund the required 10% match for an upcoming \$550,000 TxDOT Aviation Grant.
- Galveston Island Waterpark (Schlitterbahn) 11th Amendment, formally adding property to their existing lease agreement.
- Air Traffic Control Tower Operations Agreement between the FAA and the City of Galveston.
- The Bi-Plane Fly-In organizer, Dr. FB Willis reschedule the event for May 4, 2019.
- Hosting Galveston University on May 7, 2019
- RAC Industries continues to work on the North Apron Phases 1B, 1C, 1D and 1E. Work should be completed in June 2019.